

**MINUTES OF ANNUAL SOUTH CAROLINA PUBLIC SCHOOL FACILITIES
COMMITTEE MEETING
3710 Landmark Drive, Suite 201
Columbia, South Carolina**

October 13, 2005

Committee Members Present were: Alex James, Presiding Officer; Mary Beth Branham (proxy for Eric Aichele), Howard Coogler, Brett Harrelson, Joey Goforth, Michael Jackson, Miles Jordan, Robert Mitchell, Jacqueline Myers as Senator John Courson's designee, Stan Gailey, Rick Ott, Dan Reider, Jeffrey Reynolds, Wallace Peebles

Not Present: Representative Ronald Townsend, Dr. James O. Ray, Michael Criss, Michael Platt, William Wiseman

Others present were: Steven Jenkins, Dennis Knight, Kerry Scott, John Stehmeyn, William Jennings, Jr., Shelly Kelly, Betsy Carpentier, and Shonda Pooser.

OPENING

Alex James opened the SC Public School Facilities Committee meeting with a brief welcome. He introduced Shelly Kelly, General Counsel, and Mary Beth Branham, proxy for Eric Aichele and declared a quorum with 14 members present.

Mr. James called for a Motion to approve the minutes of the October 2004 and December 2004 meetings. Howard Coogler made the Motion, seconded by Jacqueline Myers. The Motion carried.

Mr. James then asked for a Motion to approve the agenda. Ms. Myers Made the Motion to approve the agenda. Michael Jackson seconded the Motion, which unanimously carried.

OLD BUSINESS

Mr. James reviewed the Guide Update Process and additional changes that were made at the October 2004 meeting. No vote was taken.

NEW BUSINESS

Mr. Ott voiced a concern about the annual changes to the Guide and asked that the new changes be noted on a summary page. Mr. James suggested keeping the changes in blue print as it is in draft form, so that others will immediately recognize changes made by the Public School Facilities Committee each year.

Mr. James proposed that the Committee adopt a policy regarding the approval of the minutes for the annual meeting where the minutes are electronically sent to each member within two weeks of the meeting for review. Any adjustments or amendments to the minutes would be done within six weeks and be posted on the Internet as approved until

the Committee formally approves at the next meeting. Ms. Kelly suggested changing the bylaws to allow a process where the Chairman can administratively approve the minutes with amendments until the committee reconvenes the following year. By doing this, there is recourse for mistakes to be corrected at the next annual meeting. The minutes could still be published in draft form shortly after each annual meeting. Ms. Kelly prepared some verbiage for the change to the bylaws and Mr. James suggested returning to the subject later in this meeting.

Mr. James asked the subcommittee chairs to present reports of proposed changes. Mr. Goforth asked Mr. James to give the report for Divisions 1–2. Prior to giving the report Mr. James took the opportunity to introduce Ms. Betsy Carpentier, Deputy Superintendent for the Division of School Enterprise Operations, who supervises the Office of School Facilities.

Mr. James reported for Divisions 1–2. Changes to Section 113.1.3 were made after a meeting with Mr. Mitch Perkins, SC Energy Office, where districts can receive assistance with the Guaranteed Energy Savings Contract. Mr. James also discussed the insertion of Section 115, Designing Safer Schools, which enhances safety in the design of schools. There was a brief discussion about what the SC Energy Office would be doing for the districts but no additions or deletions were recommended.

Mr. James reported for Division 3. Section 303.3.7 was added to reference Early Childhood Environmental Ratings Scale (ECERS) and Infant and Toddler Environmental Ratings Scale (ITERS). These standards are more stringent than this Guide and the design professional must verify with the district before implementation.

Mr. James asked Miles Jordan, Chair, to report for Divisions 10–12. Mr. Jordan noted the change to remove the PVC sentence from Section 1006.4.2. Under Section 1105.4, the subcommittee recommended removing the reference to the IMC because they already decided to follow ASHRAE standards for ventilation.

Section 1108.5 are recommendations regarding fire service to buildings. Mr. Jordan discussed Section 1108.6.2 regarding heat producing mechanical equipment being protected by sprinklers. Mr. Jordan suggested a correction to the recommendation so that the last sentence read as follows: **“If the equipment is not enclosed by walls that impede the flow of heat, the sprinkler coverage must extend beyond the outline of the equipment in accordance with NFPA 13.”** After a brief discussion, Mr. Jordan agreed to word Section 1108.6 like the memorandum administered by OSF and refer to NFPA 13. More discussion ensued regarding the cost increase and maintenance of the sprinkler system. Mr. Reider asked for a formal interpretation by the SC Fire Marshal’s Office of the code because the recommendation is an enhancement of the code, which is over and above what is required by the code. More discussion ensued regarding sprinkler protection for empty cable trays. Mr. James asked that the committee return to this issue later.

Mr. Jordan made the suggestion to change Section 1108.6.3 to read, **“Sprinkler heads shall be installed in “built-in” display cases that are over 24 square feet of floor space.”** There was a lengthy discussion about the definition of a display case and a closet and Mr. James called for a Motion to table Section 1108.6.3, and remove this recommendation from the Guide for further subcommittee discussion. Mr. Jordan made the Motion, seconded by Mr. Goforth, Motion carried.

Mr. Ott made the Motion to table Section 1108.6.2, and remove this recommendation from the Guide for further subcommittee discussion. Discussion ensued regarding the OSF memorandum. Mr. James said OSF would rescind the memorandum until more information is obtained. Mr. Mitchell seconded the Motion. Majority ruled and the Motion carried with 2 in opposition (Mr. Coogler and Mr. Jordan).

Mr. Jordan reported the change to Section 1108.7.1 with regard to determining a reliable source of power. The Guide will require the use of an electric fire pump, emergency generator, or documentation from the utility company showing reliability of the system. More discussion ensued and everyone agreed to keep the wording as recommended by the subcommittee. Under Section 1108.7.2, there was some discussion about limited service fire pump controllers. Everyone agreed to keep the wording as recommended by the subcommittee, and if a problem arises the issue can be revisited next year.

Mr. Jordan continued his report of recommended changes. There was some discussion regarding seismic restraint system in Section 1108.7.7. Mr. Jordan stated that this issue would be referred back to subcommittee for re-wording. The committee agreed to allow the wording in this section to remain as proposed until improved by the subcommittee.

Mr. Jordan explained that subcommittee proposed removing the words “50 foot-candles maintained” from the table in Section 1204.1.1, everyone agreed.

Under Section 1205.1.5 where emergency power is required for fume hoods, the subcommittee wanted to add to the recommendation the words, “in facilities with emergency generators” at the end.

Mr. Jordan continued his report with no discussion regarding changes made to Section 1208.1.3.

Mr. Jordan noted the need to reference SC ETV rather than include their specifications so that when their specifications change, there would be no need to change this Guide to reflect those changes. Ms. Myers suggested adding a paragraph to let engineers know that ETV must inspect the design before they will accept it, so that they will maintain the system. Mr. Jordan stated he would take that issue to the subcommittee for recommendation at the next meeting.

Mr. James then called for a Motion. Mr. Jordan made the Motion to accept the Guide with amendments, Mr. Gailey seconded. The Motion unanimously carried. The Guide will be adopted as of March 15, 2006.

Mr. James referred back to the amendment of the bylaws, under Article IV, Section 9, to read as follows: **“Draft of minutes will be sent to the Committee within two weeks of a meeting. Committee members should send change requests to the Chair within six weeks of receipt. The Chair will incorporate the changes and publish the minutes as administratively approved. The Committee may amend the minutes at the next scheduled Committee meeting, if needed.”** Mr. Ott asked if the Committee could vote to approve the minutes electronically. Ms. Kelly stated there had to be an actual meeting according to the Freedom of Information Act. The new wording would allow the Chair to approve the minutes administratively and publish the minutes before the next annual meeting. If a committee member finds an error in the minutes, he/she will have the opportunity to correct that error at the next scheduled meeting.

Mr. Ott made the Motion to accept the change to the bylaws as stated. Mr. Jordan seconded, the Motion unanimously carried.

Mr. James reminded everyone present of the next Public School Facilities Committee Meeting to be held on October 12, 2006.

There was a question regarding the inspection process. Most members replied that it was too soon to make any new recommendations. They wanted to allow more time to see if the process is working. Mr. James stated that OSF would be performing inspections as follow-up on the special inspectors.

Mr. Mitchell asked Mr. Jordan to have the Engineering Subcommittee revisit Section 1006.4.1 and make recommendations for the next annual meeting.

ADJOURNMENT

Dan Reider made the Motion to adjourn. Stan Gailey Seconded. The committee adjourned at 11:40 a.m.